

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
FEBRUARY 24, 2015**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, February 24, 2015, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Absent

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Fire Chief/Code Enforcement Officer Kenneth Hochgesang, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita S. Boehm.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. Two of the three board members were present, which is a majority; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on February 10, 2015. Thereafter, a motion was made by Timothy Bell and seconded by Mayor Seitz to approve the minutes as published. Motion carried 2-0.

PROCLAMATION

Mayor Seitz read a proclamation from Tri Kappa Sorority that designates February 22-28 as Kappa, Kappa, Kappa week.

SAINT JOSEPH PARISH 5K RUN/WALK

Kyle Werner, representing St. Joseph Parish, asked permission to hold their 8th annual 5K run/walk on Saturday, June 6, 2015 from 7:30 a.m. to 9:30 a.m. The route is the same as last year. The route starts near the parish center and goes south on St. Joseph Street, west on 10th Street, south on St. John, west on 9th Street, north on Bartley Street, west on 13th Street, north on Altmeyer Rd, west on 15th Street, then turn around near the Greater Jasper Schools administration office located by St. Charles Street, then east on 15th Street, south

on Emily Street, east on 13th St, south on Bartley St, east on 9th St, north on St. John, east on 10th St, north on St. Joseph Street to the point of beginning.

A motion was made by Timothy Bell and seconded by Mayor Seitz to adopt St. Joseph Parish's 5K run/walk on June 6, 2015 from 7:30 a.m. to 9:30 a.m. Motion carried 2-0.

CHALK WALK

Corina Mack, representing the Jasper Community Arts Commission, asked permission to hold the annual Chalk Walk event downtown on June 6, 2015 with a rain date of June 13, 2015 from 6:00 a.m. to 5:00 p.m. The actual event is held from 8:30 a.m. to 4:00 p.m. They want to close Main Street from 5th Street to 7th Street and close 6th Street from Jackson Street to Newton Street. The only change this year is they are having the event in June rather than in May.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit the Jasper Community Arts Commission to host the Chalk Walk and close the streets on June 6, 2015 with a rain date of June 13, 2015. Motion carried 2-0.

QUICK DRAW AND PLEIN-AIR PAINTING

Arts Director Kit Miracle said in celebration of the 40th Anniversary of the arts department they want to do an event each month and are looking to do new events in July. They want to use the Barn, shelter house #4, and the river walk area on Friday, July 10, 2015 and Saturday, July 11, 2015 for the quick draw and plein-air painting events. The Schnitzelbank will sell wine in the Barn on Friday. The Barn will be used on Friday from 4:00 p.m. to 6:00 p.m. and they want to use the shelter house on Saturday from 6:00 a.m. to 5:00 p.m.

A motion was made by Mayor Seitz and seconded by Timothy Bell to allow the Jasper Community Arts Commission to have the quick draw event on July 10, 2015 and the plein-air painting on July 11, 2015. Motion carried 2-0.

RESOLUTION NO. BPWS 2015-1

City Engineer Chad Hurm proposed Resolution No. BPWS 2015-1 that recommends modifications to the ordinance regarding load limits on City streets. Hurm said they are adding a 10-ton load limit on Portersville Road from 36th Street to 47th Street and on Carroll Street from 9th Street to 6th Street. City Attorney Renee Kabrick reviewed the other revisions.

A motion was made by Timothy Bell and seconded by Mayor Seitz to adopt Resolution No. BPWS 2015-1. Motion carried 2-0.

GIS SOFTWARE

City Engineer Chad Hurm asked permission to research and seek quotes for a new piece of software for GIS. He said the cost for the software is approximately \$6500.00.

A motion was made by Mayor Seitz and seconded by Timothy Bell to allow the engineering department to seek and purchase software for an amount not-to-exceed \$6500.00 Motion carried 2-0.

RESOLUTIONS FOR UPDATES TO EMPLOYEE HANDBOOKS

Personnel/Safety/Loss Control Director Cale Knies said updates are needed to the City of Jasper Police Department Employee Handbook and to the City of Jasper Volunteer Fire Department Member Employee Handbook. The revised policies were reviewed at the December 9, 2014 meeting. These policies remain consistent with the Employee Handbook of the City of Jasper, Indiana.

City Attorney Renee Kabrick said there are three resolutions, two for the City of Jasper Police Department Employee Handbook and one for the City of Jasper Volunteer Fire Department Member Employee Handbook. The first one is Resolution No. BPWS 2015-2 that revises Policy 314 "Educational Training Assistance & Business Travel Expenses" in the City of Jasper Volunteer Fire Department Member Employee Handbook.

A motion was made by Mayor Seitz and seconded by Timothy Bell to adopt Resolution No. BPWS 2015-2. Motion carried 2-0.

Kabrick said the second resolution is Resolution No. BPWS 2015-3 that revises Policy 301 "Employee Benefits – JPD", Policy 307 "Sick Leave Benefits - JPD", Policy 314 "Education Training Assistance & Business Travel Expenses - JPD", Policy 403 "Paydays - JPD", Policy 680 "Family and Medical Leave - JPD", Policy 708 "Resignation, Discharge and Termination - JPD", and Policy 714 "Drug Testing - JPD" in the City of Jasper Police Department Employee Handbook.

A motion was made by Mayor Seitz and seconded by Timothy Bell to adopt Resolution No. BPWS 2015-3. Motion carried 2-0.

Kabrick said the third resolution is Resolution No. BPWS 2015-4 that revises Policy 305 "Holidays-JPD" in the City of Jasper Police Department Employee Handbook.

A motion was made by Timothy Bell and seconded by Mayor Seitz to adopt Resolution No. BPWS 2015-4. Motion carried 2-0.

JUNK ASSETS

Personnel/Safety/Loss Control Director Cale Knies asked the board to junk three assets; a Nexlink computer, asset #102054; a computer hard drive, asset #102093; and an Intel tower computer, asset #101718.

A motion was made by Timothy Bell and seconded by Mayor Seitz to junk asset numbers 102054, 102093, and 101718. Motion carried 2-0.

AMMUNITION QUOTES

Police Chief J. Michael Bennett presented the following quotes for ammunition for the year. He said they want to purchase 3 cases of .40 practice ammo; 2 cases of .40 duty ammo; 6 cases of .223 duty ammo; 2 cases of .12ga 00 buck ammo; and 2 cases of .308 practice ammo.

Vendor	.40 practice
Great Outdoors	\$331.00 per case
Black Hills Ammo	\$400.00 per case
Kieslers Supply	\$328.00 per case x 3 = \$984
Vendor	.40 duty
Great Outdoors	no quote
Black Hills Ammo	\$619.00 per case
Kieslers Supply	\$501.00 per case x 2 = \$1,002
Vendor	.223 duty
Great Outdoors	no quote
Black Hills Ammo	\$399.00 per case
Kieslers Supply	\$333.00 per case x 6 = \$1,998
Vendor	.00 buck
Great Outdoors	\$231.00 per case
Black Hills Ammo	no quote
Kieslers Supply	\$149.00 per case x 2 = \$298
Vendor	.308 practice
Great Outdoors	\$500.00 per case
Black Hills Ammo	\$560.00 per case
Kieslers Supply	\$454.00 per case x 2 = \$908

Bennett said Kieslers Supply submitted the low quote for each category. The total amount from Kieslers is \$5,190.00.

A motion was made by Mayor Seitz and seconded by Timothy Bell to permit the Jasper Police Department to purchase ammunition from Kieslers Supply for \$5,190.00. Motion carried 2-0.

REMOVE ASSETS

Police Chief J. Michael Bennett asked permission to remove from the fixed asset listing twenty-eight Johnson Portable 800mgh walkie radios that were traded in. He presented a list of the items that contained the serial number, asset number, ID number, and unit for each radio. The asset numbers are 101788, 102067 thru 102091, 102099, and 102100.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept and remove the assets as entered into the record. Motion carried 2-0.

REPORTS

Police Chief J. Michael Bennett said they receive many animal neglect calls. He reminded the public to provide adequate shelter and water for their pets.

Mayor Seitz acknowledged the receipt of the monthly police activity report. He also acknowledged receipt of the monthly code enforcement report and the fire department vehicle maintenance report.

FORMER LANDFILL MONITORING

Street Commissioner Raymond Eckerle said last Friday he received a letter from IDEM that was in response to the gas monitoring modification request made by August Mack Environmental [AME] on behalf of the City of Jasper. AME asked IDEM to make the following three modifications to the former landfill's gas monitoring program: reduce routine explosive gas monitoring from semiannual to annual; discontinue monthly monitoring that began in November 2013 in nearby residences and selected locations; and eliminate all bang-bar sampling.

IDEM agreed that the City may discontinue monthly monitoring at the selected probes and nearby residences, and eliminate all bang-bar sampling. They did not agree with reducing the sampling from 14 permanent probes and 9 monitoring wells from semiannual to annual. Instead they did agree to keep semiannual gas monitoring on 6 permanent probes and 1 well and reduce the monitoring to annual on 8 probes and 8 wells. We also have to annually monitor the two on-site buildings.

Eckerle said this is quite a reduction in the monitoring requirements. He also said he will work with AME to modify the January 9, 2014 plan to include these modifications. The updated plan needs to be submitted to IDEM within 45 days of receipt of this letter.

FLOOD MITIGATION PROJECT UPDATE

City Attorney Renee Kabrick gave an update on the downtown flood mitigation project. She said IHCD said the City can make an offer on the average of the two closest appraisals instead of on the average of three appraisals. She asked permission to go forward with a purchase offer for the vacant lot.

A motion was made by Mayor Seitz and seconded by Timothy Bell to accept the recommendation of IHCD and enter into the offer stage using the average of the two closest appraisals for that property. Motion carried 2-0.

ADJOURNMENT. There being no further business to come before the board, a motion was made by Mayor Seitz and seconded by Timothy Bell to adjourn the meeting. The motion carried 2-0 and the meeting adjourned at 8:40 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 10th day of March, 2015.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer